

Finance, Admin & Funding Committee Meeting
October 18, 2023, 4:00 pm
512 Ellis Street, San Francisco, CA
Meeting Minutes
FINAL/APPROVED :November 15,2023

Present:

Board Members

Mike Vuong, Business Owner Seat, Boys and Girls Clubs of San Francisco – President
Billal Mahmood, Resident
Jeff Pace, Property Owner Seat, St. Anthony’s Foundation

Staff

Kate Robinson, TLCBD Staff
Siggy Bang, TLCBD Staff
Abby Wongwanich, TLCBD staff
Enrique Ovando, TLCBD Staff

1. Welcome and Call to Order

B. Mahmood called the meeting to order at 4:05 pm.

2. Presenting : Revenue strategy for FY24 and Funding Forum

K. Robinson provided updates on the progress of the capital campaign and the funding forum event. She highlighted her intention to discuss the growth of TLCBD, emphasizing the impact of investing in 211 Leavenworth and explaining why TLCBD believes in the potential of this location.

B. Mahmood inquired about the strategy for the Funding Forum.

K. Robinson mentioned that the funding forum aims to encourage potential funders to connect with staff rather than seeking specific project funding.

K. Robinson also shared an update on a new Request for Proposal (RFP) from DPW, amounting to \$2.4 million for 18 months. She underscored that this funding is heavily focused on workforce development, with 40% of employees under this project needing to graduate with full-time positions every 6 months.

M. Vuong asked about potential competitors.

K. Robinson responded that there are not many competitors, expressing confidence that TLCBD has a high chance to win this RFP.

S. Bang also highlighted the growth of the Clean team. For vertical growth, additional services such as graffiti and pressure washing could be expanded. For horizontal growth, the Clean team could potentially grow in other areas outside TLCBD. DPW grants will be a new frontier for TLCBD.

J. Pace suggested that TLCBD should collaborate with other organizations in different neighborhoods, such as Lower Polk, Mid-Market, or Union Square.

K. Robinson highlighted that TLCBD will submit an application for a DCYF grant amounting to \$1.2 million for 5 years. This grant will allow the Youth Voice program to grow sustainably in the long run. DCYF grants will support TLCBD activities in three areas: Safe Passage, Soccer Friday, and a larger Transitional Age Youth program focusing on violence and pathways to workforce development.

J. Pace inquired about the announcement date for the DCYF grant results.

K. Robinson answered that the results will be announced in March 2024.

S. Bang provided an update that, due to pushbacks from the City of San Francisco and contract delays, the targeted revenue is now around \$6.2 million rather than the initially planned \$6.5 million on the budget.

3. Discussion : TLCBD Board to discuss financial information

S. Bang provided an update that the Employee Retention Tax Credit (ERTC) will be on hold until next year as the IRS will be investigating frauds, and Foley will assist TLCBD in evaluating eligibility.

S. Bang further updated that the audited financial report will be sent to the Board by October 27, 2023.
S. Bang shared information about his retirement plan. He plans to leave TLCBD by the end of December, and TLCBD is actively searching for a new Finance Director

4. Action: Approve Minutes on October,18
5. Motion: Approve Minutes on October,18

Moved by : B. Mahmood

Seconded by: J.Pace

Abstained: None

Passed: Yes

The meeting was adjourned at 4.59 pm.

Next Board of Directors Meeting